

**MAYOR AND COUNCIL  
REGULAR MEETING  
January 26, 2016  
6:00 P.M.**

**CALL TO ORDER**

**MAYOR'S STATEMENT AS TO COMPLIANCE WITH P.L. 1975**

Adequate Notice of this Meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this Meeting was included in the Annual Meeting Notice sent to the New Jersey Herald and the Daily Record on January 6, 2016 and was placed on the Official Bulletin Board in the Municipal Building.

Furthermore, notice of the time change for this meeting was sent to the New Jersey Herald and Daily Record on January 22, 2016 and was placed on the Official Bulletin Board in the Municipal Building.

In the event the Mayor and Council have not addressed all items on this Agenda by 11:00 PM and they are of the opinion that they cannot complete the Agenda in a reasonable time period, the Mayor and Council may exercise their option to continue this meeting at an agreed to date, time and place within ten (10) days of this meeting. Please turn off all cell phones for the duration of this meeting.

**ROLL CALL**

Council Members:

Councilman Depew – present  
Councilwoman Kuncken – present  
Councilman Romano – present

Councilwoman Thistleton – present  
Councilman Thornton – present  
Councilwoman Zdichocki – present

Mayor Maio – present

**CLOSED SESSION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, New Jersey as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is as follows:
  - 1 – Personnel
  - 1 – Attorney Client
3. It is anticipated at this time that the above stated subject matter(s) will be made public at the conclusion of each individual specified subject matter.
4. This resolution shall take effect immediately.

On motion by Councilman Romano, seconded by Councilwoman Kuncken, and unanimously carried by voice vote, the foregoing resolution was adopted.

The Mayor and Council went into Closed Session at 6:01 P.M.

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 6:20 P.M. with all present.

### **SALUTE TO COLORS**

Mayor Maio invited all those present to stand in a salute to the colors.

### **CITIZENS TO BE HEARD**

Mayor Maio opened the meeting to the public after advising attendees that there is a five (5) minute time limit for each speaker.

Seeing no one from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

### **MINUTES FOR APPROVAL**

Mayor Maio read aloud the list of minutes being presented for approval:

November 24, 2015	Regular Business Meeting
December 15, 2015	Regular Business Meeting

On motion by Councilwoman Kuncken, seconded by Councilman Thornton and carried by voice vote the above listed minutes were approved.

### **CORRESPONDENCE (List Attached)**

On motion by Councilwoman Thistleton, seconded by Councilman Depew and unanimously carried by voice vote, the list of correspondence was accepted and ordered placed on file.

### **COUNCIL COMMITTEE REPORTS**

#### **Public Safety – Councilwomen Kuncken/Thistleton**

(Police, Fire, Ambulance, Court & Violations Bureau, Emergency Management)

Councilwoman Kuncken stated the Fire Department for December 2015 had 8 calls, 75.25 man hours, 1 meeting, and the total number of activities was 14. For the month of November 2015 there were 12 calls answered, 149.25 man hours and 3 mutual aid calls. There were 238.5 man hours for drills and fund drive training out of the county. For the month of October 2015 there were 4 calls answered, 71.25 man hours and 142 man hours for drills.

Councilwoman Kuncken stated the Police Department for the month of December 2015 had a total of 273 calls.

Councilwoman Kuncken stated the Ambulance Squad for December 2015 had 28 calls in Stanhope, 30 in Netcong, 0 stand-bys for a total of 58 calls. There were three out of town calls; one in Byram Township, one in Roxbury Township and one in Hopatcong Borough, for a total of 61 calls overall. The squad transported 32 patients to the hospital, travelled 934 miles and had 216 hours volunteered. There were 2 assists by the Stanhope Fire Department and none from Netcong Police or Netcong Fire Department.

Councilwoman Kuncken stated for the year 2015 the Ambulance Squad reported 296 calls in Stanhope, 378 in Netcong and 18 stand-bys for a total of 692 calls. Out of town calls were as follows: 7 Roxbury, 29 Hopatcong, 10 Byram, 9 Budd Lake and 2 Sparta. The total number of calls for the year was 749. They transported 376 patients, travelled 9,610 miles and total hours volunteered was 2,950 hours and 52 minutes. There were no assists from the Netcong Police, 1 assist from Netcong Fire Department and 10 assists from the Stanhope Fire Department.

#### **Finance & Administration – Councilman Romano/Councilwoman Kuncken**

Councilman Romano stated the year to date tax collections total \$11,440,220.28 which is an overall percentage of 97.695%. This is slightly better than last year.

Councilman Romano stated the water collections year to date total \$619,740.20 compared to \$615,397.83 last year. The sewer collections year to date total \$929,262.84 compared to \$951,842.74 last year.

**Community Development – Councilwoman Zdichocki/Councilman Thornton**

(Zoning, Construction, Code Enforcement, Economic Development, Chamber of Commerce, Downtown Revitalization)

Councilwoman Zdichocki stated zoning permit applications are lower due to the time of the year. There was 1 permit application and 6 summonses were issued. Councilwoman Zdichocki stated Ms. Fisher, Zoning Official, is working on the removal of signs. Administrator McNeilly stated all the individual signs will be gone by the end of the month.

**Municipal Infrastructure – Councilman Thornton/Councilwoman Zdichocki**

(Water Distribution, Sewer Collection System, Road Construction & Maintenance, Buildings & Grounds)

Councilman Thornton stated there was a “slight” weather event (blizzard) over the weekend and commended the DPW for a job well done.

**Information Technology – Councilmen Depew/Romano**

Councilman Depew stated a meeting was held with Nicole Heymer regarding the website. Ms. Heymer will draft a proposal. Another vendor is also being contacted. Administrator McNeilly stated he has not heard back to date. There seems to be an email issue that needs to be resolved. Councilman Depew stated Denville has a very good website. Administrator McNeilly stated the site is mobile, Ipad and laptop friendly and provides for online payments.

**Boards/Commissions – Councilwoman Thistleton/Councilman Depew**

Councilwoman Thistleton stated the Recreation Commission will be holding the first dance of the year on February 18<sup>th</sup>. This dance will be free of charge for the students. The Easter Egg Hunt will be held on March 19<sup>th</sup> with a rain date of March 20<sup>th</sup>.

**ADMINISTRATOR’S REPORT**

**Blizzard Update** – Administrator McNeilly stated the DPW did a great job during the storm. There were times when the snow was falling four inches an hour. Bill Storms was stationed on this end of town and assisted the Ambulance Squad with getting in and out of their driveway. Equipment problems were minor and repaired with the exception of the sander on one of the trucks. The sander was patched through the storm but was unrepairable by the end of the storm. A new sander was purchased and installed.

Administrator McNeilly stated the Fire Department had a crew out clearing hydrants on Sunday. The Borough does have five foot poles on the hydrants so they can be found. Residents also helped to clear the hydrants.

Administrator McNeilly stated yesterday and today the DPW was clearing the snow downtown, by the school and trying to get ahead on the catch basins. Mayor Maio stated Maple Terrace and Sagamore Road need to be cleared in some areas because of the school traffic. Much discussion took place regarding the amount of snow throughout the Borough and surrounding areas and the amount of people who complained because they wanted to be able to have clear access out of their driveways at all times. The snow was falling at 4” an hour.

**Borough Sign** – Administrator McNeilly stated all signs and extension parts are ready for installation once the snow melts. Mayor Maio stated she has gotten a number of complaints regarding the Stanhope House sign. Administrator McNeilly has given the owners until the end of the month to remove the signs. Administrator McNeilly stated monitoring for signs will continue to be an issue.

**Passaic County Energy Aggregation** – Administrator McNeilly stated the community outreach for the energy program will be held on February 25<sup>th</sup> at noon during the Senior Citizens Club monthly meeting at the American Legion. A second meeting will be held on February 25<sup>th</sup> for the General Public at 6:30PM at the American Legion. A mailer and Nixle message will be sent out announcing the meetings in February.

Hopatcong / Shared Services – Administrator McNeilly stated he spoke with Administrator Elia from Hopatcong Borough and they would also like to schedule a meeting in the spring to discuss the current contracts.

Blizzard Public Safety – Councilwoman Kuncken commended the Fire Department and the Ambulance Squad who made provisions to have members stationed at their buildings to be available to respond to calls during the blizzard.

DPW Hire – Administrator McNeilly stated he and Bill Storms, DPW Superintendent, have begun gathering information for the DPW hire.

Rehabilitation of Lake Musconetcong Dam – Administrator McNeilly stated he has provided information to the Governing Body and Mr. Stein, Borough Attorney. Hurricane Floyd occurred in 1999. The Musconetcong got inundated with water to the point where water was lapping up against the highway. The water was unable to get through the tunnel fast enough. The thought at the time was that we would never see a storm like that again. Then Jefferson had a once a thousand year storm and the water was even higher. The Netcong side has been wrapped with stone. The Stanhope side was supposed to have sheet piling from the gate house to the stones and down further. The canal was going to be dug out and a plug was going to be dropped down in there. The plan has been changed. Rock is going to be pounded near the gate house and the rock will be grouted.

Administrator McNeilly stated there is a concrete wall but above the wall is dirt, debris and grass and then you come to the sidewalk and guardrail. The plan is to use infused rock, grouted rip rap from the radius of Main Street above the wall, across the wall, blocking the Towpath to Route 183, through the woods, over to the river's edge near the stone church. Mayor Maio asked how this will change the flow of water. Administrator McNeilly stated where the concrete wall and the outflow is will stay the same. The only changes will happen above. Mayor Maio stated it will look like a prison. Administrator McNeilly has discussed the fact that the Governing Body will not want the Towpath obstructed. This is part of the Borough's trail system. Much time and effort has been done by the Borough to beautify the area and placing grouted rock is not desirable. The Towpath could have pavers used in that area, but it must remain accessible.

Mayor Maio asked Administrator McNeilly to request a meeting and ask that they come up with a solution that does not impede the integrity of the Borough park. Administrator McNeilly asked if the meeting should be held with the Infrastructure Committee. The Governing Body agreed. Mr. Stein speculated that the plan is to allow the water to get through the dam faster. Mayor Maio stated Mr. Keller, Borough Engineer, should also be present at the meeting. Mr. Stein asked Administrator McNeilly to request an electronic copy of the information for ease of viewing.

Orange Bridge - Mayor Maio asked Administrator McNeilly for an update on the letter received regarding the Orange Bridge. Administrator McNeilly stated he contacted the gentleman regarding the meeting which was being set up. It will be a stakeholders meeting and it has been set for 1:30PM at the Borough of Netcong on February 3<sup>rd</sup>. Mayor Maio stated she would like to attend. Councilwoman Kuncken asked Mr. Stein if there is a restriction on the number of Council members who can attend. Mr. Stein stated there was not but that the members should just attend to listen and observe.

Mayor Maio asked who is planning on attending from Stanhope Borough. Administrator McNeilly stated the invitation was extended to Stanhope, Netcong and Mount Olive's Administrator, DPW Superintendent, Fire Chief, Police Chief, Municipal Engineer, OEM and some representatives from the County. This will be an informational meeting regarding the status of the bridge. Administrator McNeilly stated he is of the opinion that the Borough Engineer does not have to attend this meeting and asked for the Governing Body's opinion. Mayor Maio stated the Governing Body has discussed in the past to have the weight limit posted to avoid traffic passing through trying to avoid Route 46 and 80. Administrator McNeilly stated the signage will have to comply with the state laws. Mayor Maio suggested the members of the Governing Body can attend the meeting and take notes to discuss at the next scheduled Mayor

and Council meeting with Mr. Keller. Mayor Maio asked Ellen Horak, Clerk, to obtain a copy of the minutes from prior discussion regarding the bridge.

### **COUNCIL DISCUSSION**

*Rehabilitation of Lake Musconetcong Dam* – Mayor Maio stated this item was discussed during the Administrator’s Report.

*Civiletti Request (Waive Late Fee for Water Bill)* – Mayor Maio stated a letter was received from Ms. Civiletti requesting a waiver for late fees incurred on the water bill. Mayor Maio stated the late fee of \$15.22 for the water bill indicates the bill was past due for quite a while. Councilman Romano stated he lives next door to Civiletti’s and Councilman Romano did not receive his December water bill for some reason but he did receive a late notice with a late fee of one dollar and change. Administrator McNeilly stated this discussion can be placed on hold for the moment and he will obtain a copy of the Civiletti’s bill.

### **CITIZENS TO BE HEARD**

Mayor Maio amended the agenda. Mayor Maio opened the meeting to the public after advising attendees that there is a five (5) minute time limit for each speaker.

*Lake Musconetcong Community Association (LMCA)* – Pam Pasake from the LMCA stated she and other members of the LMCA are here this evening to discuss the park area on Route 183. Over the years the park is difficult to access due to the muddy parking area, it is overgrown and there is nowhere to sit. The LMCA works with the Lake Musconetcong Regional Planning Board to provide funds to help maintain the weeds in the lake. The LMCA would like to bring the park up to its potential with approval and/or assistance from the Borough. Ms. Pasake stated there is historical significance and the LMCA has spoken with the Canal Society regarding signage for the area. Ms. Pasake provided printed copies of an outline and drawings for the Governing Body to review.

Ms. Pasake stated the LMCA is offering man power and the ability to provide fund raising. Ms. Pasake stated perhaps the Borough can provide funds to help with the facelift of the park. The plan would include planting grass, installing benches and game tables and paving the parking lot. Mayor Maio stated she attended the LMCA meeting and afterward Mayor Maio discussed this issue with the Borough Engineer. There are aspects of the proposal that the Governing Body intends to move forward with on our own. Grass has already been planted. The driveway and parking area will not be paved due to the fact this is a DEP issue. Mayor Maio stated, if the budget allows this summer, gravel may be put down. Paving becomes an impervious surface which would cause direct flow into the lake. Mayor Maio stated the Borough can clear brush as part of general maintenance. The Borough has to discuss all work with DEP to stay in compliance. The Canal Society has no authorization for the park area. The Borough Forester inspects all the trees in the park every year along with the Shade Tree Commission and the trees are healthy. A buffer area has been discussed. Some visitors opt to pull right up on the grass to get closer to the lake.

Mayor Maio stated she has asked Councilwoman Zdichocki to chair the committee for this project. This is going to be one of the “good stuff” subjects to be addressed this year. The amount of work to be done will depend on budget and man power. The Borough cannot give permission to the LMCA to move forward with any changes to the park area. The Borough must contact the DEP due to the fact that other areas in the Borough were beautified without DEP permission which was in violation.

Mayor Maio stated she discussed the LMCA’s phase two plan for a boardwalk and the bulkhead with the Borough Engineer and he stated the DEP will not approve that plan. Mayor Maio stated the goal of the LMCA and the Borough is to beautify the area. The Borough has applied for a grant which was denied. The Borough has scaled back the plan but will be moving forward. Mayor Maio asked Mr. Stein if the LMCA would be permitted to donate benches or planters for the park. Mr. Stein confirmed the donation would be permitted. The physical work would have to be provided by the Borough for insurance purposes.

Mayor Maio stated crosswalks across Route 183 to the trail system are also part of the plan. The trail system that the Environmental Commission and the Shade Tree Commission have worked on includes the trail along the river. The Borough is waiting for DEP permission to extend the trail down to the turn-around pond which will eventually lead to the Plane Street Bridge, which will also be rehabilitated. This connects to the trail in Mount Olive which returns back into Stanhope at the Houdaille Road Bridge.

Ms. Pasake stated the LMCA was not aware of the Borough's plan. Ms. Pasake asked if the Borough could please keep the LMCA informed if they can assist with any work to be done within the insurance regulations. Mayor Maio stated the Environmental Commission sponsors two clean up days per year and Mayor Maio would like the park to be included. The LMCA would be able to participate in that event.

Ms. Pasake stated Lake Musconetcong is part of the canal system. Throughout the State there is a Greenway Project underway and Stanhope is in the path. Ms. Pasake stated the park is the entrance to Stanhope and it needs to be a point of pride. Ms. Pasake stated she is the grant writer for the group and the LMCA would like to move forward into one of the larger projects in the future. Ms. Pasake stated she is feeling like the Governing Body is pushing back but she does not know why. Mayor Maio stated that is not the intent. The Governing Body began work on this project three years ago. A grant was applied for but was not received. The focus on the trails was then changed and we are working with the State to complete that plan. In the interim work is being done at the park. Grass has been planted, a barrier will be put in place and the trees are being cared for. A working group from the Council has been created to address the issues at the park. The Governing Body is moving forward. Mayor Maio stated she appreciates the LMCA's interest and input. If the Borough is able to utilize volunteers, when we get to that point, the LMCA is welcome to assist. Ms. Pasake thanked Mayor Maio.

Councilwoman Zdichocki commended the LMCA for being involved. Councilwoman Zdichocki stated she will stay in contact with the LMCA and they are welcome to contact her anytime.

Councilwoman Kuncken stated that she does not want the LMCA to feel push back from the Governing Body. The Governing Body understands the LMCA has a vested interest in this part of the community. The area is a focal point for Stanhope and the entrance to Sussex County. Councilwoman Kuncken stated the Governing Body has been working on the trails and parks for several years across the community. We would like nothing more than to beautify the area but are bound by rules not made by the Borough. Councilwoman Kuncken stated the LMCA is welcome to participate in other clean up areas throughout the Borough to become part of what is being done across the community. Councilwoman Kuncken stated the Borough does apply for grants.

Ms. Pasake stated the LMCA is a resource to be utilized by the Borough.

Pat Marseeko, 41 Copus Drive, Netcong, stated the group understands there is coordination that must be done between the State and DEP. The Morris Canal Society and the Greenway Project are sources of possible funding but we felt we were not proposing anything that would involve too much involvement with surveys and permits. Benches could be donated from local businesses. Mayor Maio stated when the time comes, benches will be welcomed.

Mayor Maio thanked the members of the LMCA for attending tonight's meeting.

Seeing no one further from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

### **COUNCIL DISCUSSION**

*Civiletti Request (Waive Late Fee for Water Bill)* – Administrator McNeilly stated he printed a copy of the Civiletti's water bill. The third quarter 2015 bill was not paid, the fourth quarter no payment was made and the resident came in for the payment which just came due and paid in full except for the interest accrued. The address of record is 22 Musconetcong Avenue with a post office box. Mayor Maio stated in her opinion the interest should be paid. Administrator McNeilly stated the actual interest due to date is \$13.48.

On motion by Councilman Depew, seconded by Councilwoman Kuncken and unanimously carried by voice vote, the Governing Body instructed Administrator McNeilly to send a letter to Ms. Civiletti advising the interest must be paid.

2016 Municipal Budget – Administrator McNeilly stated the budget books have been modified with green pages and he has reviewed the information to ensure all the requested changes have been made from the December 15<sup>th</sup> meeting and the most recent council meeting.

4-1 Payroll Services – Dana Mooney, CFO, stated this is an electronic payroll service. Maria Mascuch inputs the payroll information electronically. The printed checks are delivered to the Borough for distribution. The service also prepares the agency checks, such as child support payments. Those checks are received by the Borough and a voucher is created. The service prepares all the quarterly payroll reports. There was a discussion in the past regarding the cost of the service providing the reports. Ms. Mooney stated the cost is minimal and at that time it was determined it was not cost effective for her to take on preparing the reports. If an error is made they file with the IRS to have the funds returned. The service provides the W-2's. Ms. Mooney stated in her opinion there is good value in the service provided.

Mayor Maio asked why there is one salary calculated at 1.97%. Last year the budget was approved and the salary ordinance was adopted immediately. The salary for Maria Mascuch was incorrect on the resolution for her promotion. Administrator McNeilly stated the issue was corrected two weeks later with a supplemental salary ordinance. As a result the current fund budget could not be increased once the budget is adopted. The fund in water and sewer can be increased. Ms. Mooney provided a spreadsheet to explain the correction. The salary is not being increased by 1.97%.

4-15 Homestead Rebates – Ms. Mooney stated the State reimburses the Borough a percentage of the Homestead Rebates but it is never enough. Therefore the budget indicates a \$-154.40.

12-1 Social Security – Ms. Mooney stated Social Security has been increased to include the Social Security costs associated with the \$30,000 grant the Borough receives for the Police Department.

12-3 PERS & PFRS – Ms. Mooney reviewed the calculations. Water and sewer is being increased slightly to \$17,500.

13-1 Capital Improvement Fund – Ms. Mooney stated the amount of the Capital Improvement Fund had been depleted. There were always funds available for emergencies but by the end of the year the fund was depleted. Administrator McNeilly stated this was a result of the work done on Lloyd Avenue, Lawrence Avenue and Reeve Avenue. This item will remain open at this time for future capital discussion.

13-4 Ms. Mooney stated this line item is the result of Ray Sarinelli's recommendation. Administrator McNeilly suggested this information be used as a place holder for further review.

7-8 Public Safety Meeting (Police) – Administrator McNeilly stated as a result of the Public Safety Meeting with the Police Chief it was decided \$1,000 from Police O&E (024) to Police Dispatch New Line "Link" for \$1,000. Administrator McNeilly stated the funds may or may not be utilized and will not be sent to Sparta.

7-10 Public Safety Meeting (Fire) – Administrator McNeilly stated as a result of the Public Safety Meeting held with the Fire Department the budget line item will be decreased (524) Fire Comm to \$2,300, which is a savings of \$450. Line item (581) Fire Train will be decreased to \$3,200, which is a savings of \$600. These decreases provide the budget to have a 2% increase.

Mayor Maio stated the Public Safety Committee met with the new officers from the Fire Department. Councilwoman Kuncken stated the Police Department and Fire Department budgets are complete.

Administrator McNeilly stated the water and sewer information has been added to the budget books and needs to be reviewed. The appropriations are solid. Administrator McNeilly stated he will work with Ms. Mooney to bring together the capital requests. The figure will be larger than discussed but at that time the projects will be prioritized.

Mayor Maio asked when the revenue numbers will be available. Ms. Mooney stated she will provide the information to Administrator McNeilly this evening. Mayor Maio stated she would like to have the budget in order by the end of February, even if a special meeting is required.

14 Water Utility – The water utility was reviewed, no changes were made.

14 Sewer Utility – The sewer utility was reviewed. The sewer utility part time line item was deleted from page S-1.

Musconetcong Sewerage Authority - Ms. Mooney stated the Musconetcong Sewerage Authority budget has increased over last year by approximately \$8,000.

Mayor Maio asked Ms. Horak, Clerk, to locate the list of one-time expenses from last year. Ms. Horak stated she will search the minutes. Mayor Maio stated the next budget discussion will take place at the Mayor and Council Meeting scheduled for February 9<sup>th</sup> at 6:00PM.

## **NEW BUSINESS**

## **RESOLUTIONS**

Mayor Maio offered the following resolutions which were read by title:

### **Resolution 041-16      **Governor’s Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2014 - June 2019****

**WHEREAS**, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, non-profit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages: and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

**WHEREAS**, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Sussex;

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Stanhope does hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Lenape Valley Municipal Alliance grant for fiscal year 2017 in the amount of:

DEDR	\$11,420.00
Cash Match	\$ 2,855.00
In-Kind	\$ 8,565.00

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administration compliance and audit requirements.



On motion by Councilwoman Kuncken, seconded by Councilman Thornton and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Depew – yes

Councilwoman Kuncken – yes

Councilman Romano - yes

Councilwoman Thistleton – yes

Councilman Thornton – yes

Councilwoman Zdichocki – yes

**Resolution 042-16**

**RESOLUTION AUTHORIZING THE AWARD OF NON FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES FOR THE BOROUGH OF STANHOPE FOR THE YEAR 2016**

**WHEREAS**, the Borough of Stanhope has a need for professional services for the year 2016 of Borough Attorney, Borough Labor Attorney, Borough Prosecutor, Borough Engineer, Borough Auditor and Borough Conflict Counsel; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the position of each of the agreements will exceed \$17,500.00; and

**WHEREAS**, the anticipated term of each contract is one year; and

**WHEREAS**, Laddey, Clark & Ryan, LLP has submitted a proposal to provide legal services as Borough Attorney and Borough Prosecutor for the year 2016; and

**WHEREAS**, Robert J. Merryman, Esq. of the firm Apruzzese, McDermott, Mastro & Murphy has submitted a proposal to provide legal services as Borough Labor Attorney for the year 2016; and

**WHEREAS**, Robert Beinfield, Esq. of the firm Hawkins, Delafield and Wood has submitted a proposal to provide legal services as Borough Bond Attorney for the year 2016; and

**WHEREAS**, Bowman Consulting has submitted a proposal indicating that it will provide engineering services as Municipal Engineer and Municipal Planner for the Borough of Stanhope for the year 2016; and

**WHEREAS**, Nisivoccia & Company, LLP has submitted a proposal indicating that it will provide auditing services as Municipal Auditor for the Borough of Stanhope for the year 2016;

**WHEREAS**, each of the aforesaid professionals has completed and submitted a Business Entity Disclosure Certification certifying that they have not made any reportable contributions to a political or candidate committee in the Borough of Stanhope in the previous one year and that the contract will prohibit said professional from making any reportable contribution through the term of the contract; and

**WHEREAS**, each of the aforesaid professionals has completed and submitted a Political Contribution Disclosure Form; and

**WHEREAS**, the Chief Financial Officer of the Borough of Stanhope has certified the availability of funds for these contracts pursuant to NJAC 5:30-5.4;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be and the same are hereby authorized to execute individual agreements with each Borough Professional named herein above; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

**BE IT FURTHER RESOLVED** that notice of the above contract shall be published by the Borough in accordance with the provisions of the Local Public Contracts Law.

On motion by Councilman Depew, seconded by Councilwoman Zdichocki and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Depew – yes	Councilwoman Thistleton – yes
Councilwoman Kuncken – yes	Councilman Thornton – yes
Councilman Romano - yes	Councilwoman Zdichocki – yes

**Resolution 043-16**

**RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF WATER AND SEWER**

**WHEREAS**, the homeowner has made a duplicate payment on her Water and Sewer Account #13666, 16314 Dell Place, on November 30, 2015, creating an overpayment on her account; and

**WHEREAS**, the homeowner will not have another billing due until the end of March, and she have requested a refund of this overpayment.

**THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, that a warrant be drawn to the homeowner listed below in the designated amount representing a refund of overpayment of Water & Sewer fees.

**Homeowner Information:**

Block	Lot	Qual	Name & Address	Year	Amount
11501	2	C0314	Jackie Diaz 16314 Dell Place Stanhope, NJ 07874	2015	\$305.00

On motion by Councilman Thornton, seconded by Councilwoman Kuncken and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Depew – yes	Councilwoman Thistleton – yes
Councilwoman Kuncken – yes	Councilman Thornton – yes
Councilman Romano - yes	Councilwoman Zdichocki – yes

**PAYMENT OF BILLS**

**Resolution 044-16**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, the Chief Finance Officer has certified that funds are available in the proper account; and

**WHEREAS**, the Chief Finance Officer has approved payment upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the current bills list, dated January 26, 2016 and on file and available for public inspection in the Office of the Chief Finance Officer and approved by the Chief Finance Officer for payment, be paid.

On motion by Councilman Romano, seconded by Councilwoman Kuncken and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

Roll Call:

Councilman Depew – yes  
Councilwoman Kuncken – yes  
Councilman Romano - yes

Councilwoman Thistleton – yes  
Councilman Thornton – yes  
Councilwoman Zdichocki – yes

**ATTORNEY REPORT**

Mr. Stein had no report.

**CITIZENS TO BE HEARD**

Mayor Maio opened the meeting to the public after advising attendees that there is a five (5) minute time limit for each speaker.

Seeing no one from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

**ADJOURNMENT**

On a motion by Councilwoman Kuncken, seconded by Councilman Depew, and unanimously carried by voice vote the meeting was adjourned at 8:15 P.M.

Approved:

Linda Chirip  
Deputy Clerk for  
Ellen Horak, RMC  
Borough Clerk